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§20–1004.

- (a) Any person claiming to be aggrieved by an alleged discriminatory act may file a complaint with the Commission.
  - (b) The complaint shall:
    - (1) be in writing;
    - (2) state:
- (i) the name and address of the person or State or local unit alleged to have committed the discriminatory act; and
  - (ii) the particulars of the alleged discriminatory act;
  - (3) contain any other information required by the Commission; and
  - (4) be signed by the complainant under oath.
- (c) (1) (i) Except as provided in paragraphs (2) and (3) of this subsection, a complaint shall be filed within 6 months after the date on which the alleged discriminatory act occurred.
- (ii) A complaint filed with a federal or local human relations commission within 6 months after the date on which the alleged discriminatory act occurred shall be deemed to have complied with subparagraph (i) of this paragraph.
- (2) (i) A complaint alleging an unlawful employment practice other than harassment shall be filed within 300 days after the date on which the alleged discriminatory act occurred.
- (ii) A complaint filed with a federal human relations commission within 6 months or a local human relations commission within 300 days shall be deemed to have complied with subparagraph (i) of this paragraph.
- (3) (i) A complaint alleging harassment against an employer shall be filed within 2 years after the date on which the alleged harassment occurred.

- (ii) A complaint filed with a federal human relations commission within 6 months or a local human relations commission within 2 years after the date on which the alleged harassment occurred shall be deemed to have complied with subparagraph (i) of this paragraph.
- (d) The Commission, on its own motion, and by action of at least three commissioners, may issue a complaint in its name in the same manner as if the complaint had been filed by an individual, if:
- (1) the Commission has received reliable information from an individual that a person has been or is engaged in a discriminatory act; and
- (2) after a preliminary investigation by the Commission's staff authorized by the chair or vice—chair, the Commission is satisfied that the information warrants the filing of a complaint.

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